



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

11/20/13

Tessa Schrier (Huff)
1603 Indiana St
Muscatine IA 52761

Dear Tessa,

This letter is in regards to the 11/19/13 follow up compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

Tessa needs to place detector at top of basement steps.

☐ 110.5(1)u The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.

Tessa needs to show documentation of her procedures on how she would care for mildly ill children that become sick while in her care (prior to their parents coming to pick them up.) When this worker asked to see the provider's policies the provider refused to show said policies and stated that they "...conform to DHS expectations."

☐ 110.5(1)w Injury report forms are maintained for any injury requiring first aid or medical care. The forms are completed on the date of occurrence, shared with parents and copies are in the child's file.

Tessa needs to show that she has blank copies of these forms that can be used should a daycare child become injured while in her care.

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

Tessa needs to show documentation of current physical for Tessa, Colton, Kami, Gracie, Chad and show proof of immune status for Polio, MMR and dTap for Tessa, Colton, Kami, Gracie, Chad.

☐ 110.5(2)b Certificates or training verification documentation for:

☐ 110.5(2)b Within the first three months of registration:

- ☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

Tessa needs to show documentation of current course completion.

- ☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

Tessa needs to show documentation of current course completion.

- ☐ 110.5(8) Children's Files

- ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

- ☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

Need for J and K. J has been present for childcare for two weeks and K has been present for childcare starting today.

- ☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

Need for J and K. J has been present for childcare for two weeks and K has been present for childcare starting today.

- ☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

Need for J and K. J has been present for childcare for two weeks and K has been present for childcare starting today.

- ☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Need for J and K. J has been present for childcare for two weeks and K has been present for childcare starting today.

- ☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Need for J and K. J has been present for childcare for two weeks and K has been present for childcare starting today.

- ☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Need for J and K. Javian has been present for childcare for two weeks and K has been present for childcare starting today.

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

Need for J and K. J has been present for childcare for two weeks and K has been present for childcare starting today.

☐ 110.5(8)j Injury report forms to document injuries requiring first aid or medical care.

Tessa needs to show that she has access to these forms to fill out should a daycare child be injured while in her care.

You were required to have all non-compliance items completed from your 8/26/13 compliance visit by **10/15/13**. There were non-compliance items still present during your follow up visit. The Department of Human Services will begin the process of **revoking** your child developmental home registration certificate.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-866-324-3236

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).